



STATE OF WASHINGTON
WASHINGTON WORKFIRST

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May 24, 2006

TO: All WorkFirst Staff

FROM: Carole Holland, Senior WorkFirst Coordinator
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SUBJECT: WorkFirst Policy and Automation Changes

Effective June 1, 2006, there are a number of WorkFirst policy and automation changes. The policy changes are as follows:

- The elimination of Child SafetyNet Payments to our sanctioned parents beyond 60 months. A sanction will look the same after 60 months as it does prior to 60 months. CSO staff should, however, continue to place sanctioned parents beyond 60 months in the SN component in eJAS and code them as SN on the WORK screen in ACES, for federal reporting purposes.
- The elimination of the Hardship Extension requirements for parents with a temporary situation less than six months in duration at or beyond 60 months. CSO staff must continue to obtain appropriate verification for parents who are temporarily unable to participate in work or work-related WorkFirst activities.
- The 60-month Time Limit case staffing has been changed from mandatory to "recommended." CSO staff should continue to update the Extension Analysis in eJAS and the TWEP and WORK screens in ACES beyond 60 months.

The following automation changes have been made in eJAS to support the new policy:

- The Extension/Child SafetyNet Payment Analysis has been changed to “Extension Analysis” and has been revised to remove references to the Hardship Extension and the Child Safety Net Payment.
- Extension category #1 has been renamed “Exemption/Resolving Issues.”
- Extension category #3 has been renamed “Sanction.”
- The Hardship Extension Review has been removed.
- The Child SafetyNet Payment language has been removed from the IRP boilerplate.
- The CSNP and Hardship Extension case staffing event types have been removed.
- The note type “Sanction/Safety Net” has been changed to “Sanction.”

The WorkFirst Handbook is in the process of being updated to reflect these changes. If you have any questions or need further information, please contact L. Michael Green at (360) 725-4629 or at greenlp@dshs.wa.gov.

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